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From: Samantha Neal <Samantha.Neal@mail.wvu.edu>
Sent: Friday, March 11, 2011 4:34 PM
To: Khan, Annie (DPH)
Subject: Welcome to Forensic Science 101
Attachments: Forensic Science 101 Syllabus II11A.PDF

Welcome to the online **Forensic Science 101: An Introduction** course. We hope you enjoy this class. If you have any questions or comments about this course please do not hesitate to contact me at Samantha.Neal@mail.wvu.edu. You can also use the in-course e-mail. I will try to answer you as soon as possible; however, e-mail and phone messages are not checked over the weekends.

***It may take up to 5 business days to be granted access to your course by Extended Learning.**

TO LOGIN INTO YOUR eCAMPUS COURSE, YOU WILL BE SENT EMAIL INSTRUCTIONS BY CONTINUING & PROFESSIONAL EDUCATION AFTER REGISTRATION IS COMPLETE. YOUR FIRST PASSWORD WILL BE A DEFAULT PASSWORD. YOU WILL BE PROMPTED TO CHANGE THIS PASSWORD WHEN LOGGING IN FOR THE FIRST TIME. **YOU WILL BE PROMPTED TO CHANGE YOUR PASSWORD AGAIN EVERY 90 DAYS AFTER THE INITIAL PASSWORD CHANGE.** THIS IS IN AN EFFORT TO BE COMPLIANT WITH WVU SECURITY STANDARDS.

Course Information:

The **Forensic Science 101: An Introduction** course has an average completion time of 40 hours. If you need additional time please notify us. The semester ends on **June 30, 2011**, so this is the latest you can access the course. We monitor each students progress once registered and if the course is not accessed (nor completed) within the semester then the **\$30 no-access/no-completion fee** will be charged to you.

You must have a grade of 80% or better in all assessments (quizzes and Post test) in order to complete the course. Once all assessments (pre-test, quizzes, post test), discussion posts, and course evaluation are complete you will receive a certificate of completion in the mail. (Certificates are requested to be sent by the WVU Extended Learning on Fridays, are processed, and usually received within 4-6 weeks)

***Note: All assessments and discussion posts are manually graded. Depending on time of submission, it may be the next day before it is graded.**

There is a discussion board, if you feel that there is any topic that you would like to discuss with other students in the course, please feel free to do so.

I have attached the course syllabus to outline what is expected from this course.

Again, if you have any questions, please let me know.

Thank you,
Samantha

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